

PARK, RECREATION AND COMMUNITY SERVICES BOARD MINUTES

Thursday, February 10, 2011

A regular meeting of the Park, Recreation and Community Services Board was held in the Council Chambers in City Hall of Burbank 275 East Olive Avenue, Burbank, California. The meeting was called to order at 6:03 pm by Steven Ferguson, Chairperson.

ROLL CALL

Present Members Ferguson, DePalo, Prouty and Layfer (6:12)

Absent... Member Yegparian

Staff Present... Director Chris Daste; Assistant Director Marisa Garcia, Deputy Directors Jan Bartolo, Gaby Flores;, acting Recording Secretary Paula Ohan

PLEDGE OF ALLEGIANCE

The pledge of allegiance was recited.

WRITTEN COMMUNICATIONS

None.

APPROVAL OF MINUTES

Minutes were approved for January (passed 3-0).

ORAL COMMUNICATIONS

None.

ANNOUNCEMENTS

Upcoming events were announced.

NEW BUSINESS

1. Colony Theater Annual Report

Barbara Beckley, Artistic Director from the Colony Theater Company, provided a brief overview of the 2009/10 season, which included patronage, subscriptions, productions, donations, audit, debt, and a strategic plan (some completed and others partially completed).

In response to a question, Mr. Steelman explained that he was in the process of working on the Colony's strategic plan. Once that was in place, he would be in a better position to provide a forecast on current debt. He clarified that the current debt of \$360,000 was not a loan but rather deferred income from subscription sales borrowed from the future (debt carried on the books that does not have to be paid back). Their only obligation is to deliver a season of shows each year. The "real" debt is \$46,000. Ms. Garcia added that the audit was conducted by an outside firm and that two Councilmembers sit on the audit review committee who examine the findings. She noted that staff would be more than happy to provide the board with the report once available. One of the Boardmembers felt it would be helpful to the Board in the future to have an executive summary of such audits conducted on our service providers. Ms. Beckley explained that the economy does not affect the types of shows produced at the theatre and that they always consider the audience in choosing their plays and musicals. The theatre focuses on doing plays that will enrich the lives of the audience. They also take suggestions from everywhere/anyone, although Ms. Beckley makes the final decisions on productions. She clarified that ticket prices for individual shows have not increased but the subscription price has increased by one show, given that one show was added to the season.

ACTION Note and File

2. Roller Hockey Update

Ms. Garcia explained that this was the first annual report for the Roller Hockey facility. During the 2009-10 budget process, the Department proposed re-programming the facility and City Council directed staff to seek a professional operator to run the facility. After a Request for Proposal process in 2009, the City entered into an agreement with Community Sports Foundation. A few of the established goals include: to establish and sustain a balanced program of roller hockey programs, leagues and activities, organize three seasonal youth recreation roller hockey leagues, organize and conduct competitive and recreational adult leagues, and establish and maintain a website that reflects general facility information, location, hours of operation and site photos. Frank D'Alessandro gave a brief update on the past year and reported that the program has 40 teams participating at this time. They run five adult and two youth divisions. The facility provides all equipment for youth, enabling them to just show up to play. The programs have been very successful. The biggest issue is the weather. There will be a Free Hockey youth event on February 19 (all play and equipment will be provided for free as well as a RollerKings jersey

compliments of the L.A. Kings). Roller hockey program staff is currently working on developing a women's and co-ed division since there has been more female interest. There has also been a lot of interest from colleges. Mr. D'Allesandro expressed his interest in developing a scholarship program and working with schools on a possible grade-based program. He hoped to explore the possibility of enclosing the rink and upgrade some elements of the facility such as the boards and floors.

In response to questions, Mr. D'Allesandro noted that the facility was self-sustaining at this point in time. Ms. Garcia explained that the City invested money to get the facility to a suitable standard for the Community Sports Foundation to run and added that Mr. D'Allesandro pays \$2,000 per quarter for capital improvements. This money is kept in a separate account and the intention is for the money to be reinvested into the facility to make needed enhancements. The original agreement was made for one year with a one-year extension, which will be handled administratively. Due to the success of the program, staff will be extending the agreement administratively (depending on Council approval). Mr. D'Allesandro confirmed that he locks up the facility every night. He noted that he would be working on the creation of a scholarship program this second year at the facility. Boardmembers gave suggestions of groups that may be beneficial to contact to promote the facility such as the Youth Board, skatepark users, PTA groups, and the Colony (Barbara Beckley). The Boardmembers were very happy with the success of the program and the work being done by Community Sports Foundation.

ACTION Note and File.

3. Lundigan Joint Use Project

Ms. Garcia reported that at the City Council meeting of August 17, 2010, Vice Mayor Talamantes and Council Member Golonski were selected to serve on the Lundigan Park Joint Use Facility Oversight Committee. Since the appointment of the Oversight Committee, staff has held two Oversight Committee meetings, on September 23, 2010 and January 13, 2011. To date, staff has discussed partnerships, preliminary schematic design and community outreach. The City's Park, Recreation and Community Services Department (PRCS), the Boys and Girls Club of Burbank (Boys and Girls Club) and the Burbank Housing Corporation (BHC) all provide programming and services for youth in this focus neighborhood. Most of each organization's programs and services are duplicated to some degree. While each organization has its distinct mission and strengths, there is an opportunity to collaborate and create a partnership among these three entities in order to maximize resources and minimize overlapping of services. In addition, there is an opportunity for the Boys and Girls Club to move operations from its existing location in order to expand programming. The Boys and Girls Club's existing location is aging and inadequate in size for its current programming, and does not allow for expansion of programming to meet community needs. An architectural consultant has developed preliminary, schematic development options based on initial information provided by PRCS staff, Boys and Girls Club and BHC on existing and future facility needs. While nowhere near any final determinations, the preliminary, schematic development options were presented to the Oversight Committee to begin discussions on what such a proposed joint use youth center could ultimately be both in site layout and building space needs. The Oversight Committee discussed site planning, primary use of the site as open space, and about 25% of the site for an actual building with parking for the proposed center. The committee also discussed the building size and layout, and focused the discussion on spaces that would be flexible or flex space so as not to limit use of those areas. The following is a summary of the feedback on the preliminary, schematic design: keep building flexible as undefined space (programmable spaces); goal is to create spaces not separate buildings for different partners; develop rules for open space (not just a park, but controlled open space in order to maximize the outdoor space); and the open space rules will help monitor the park. Ms. Flores added that Staff coordinated two community outreach phases to garner feedback on the proposed joint use project. The first phase consisted of three community meetings held on October 20, 21 and 23, 2010. Golden State Neighborhood residents were notified of these community meetings via flyers, a Connect with Your Community Newsletter and a door-to-door marketing effort by the Neighborhood Leadership Program graduates. The second phase consisted of a direct mail-in/drop-off survey to the over 1,100 property owners within the neighborhood. The surveys were distributed in early November, with a total of 158 surveys received by the November 30 deadline. The survey questions focused on current use, age demographics, and preferred outdoor amenities and programming elements. In summary, most respondents visited Lundigan Park on a weekly basis with the primary visiting age groups being 6-12 years and 19-39 years. The neighborhood's desires for the outdoor amenities focused on the following: picnic area; shade structures; park benches; open grass area and playground. In relation to programming, the majority of respondents believed that learning/education, arts/music, sports/fitness and technology were very important to the neighborhood. Staff is pleased with the community's level of interest and involvement, and will strive to meet the expressed needs as the project evolves. With community input in hand, staff will meet with the architectural consultant to incorporate the community's feedback and ideas in the schematic design process. While not all input may be feasible nor incorporated, the feedback on indoor spaces, safety and top outdoor needs will assist in the schematic design process that will ultimately lead to the design development phase, the final design phase before construction drawings are developed. Staff will continue to work with and present revised schematic designs to the Oversight Committee. Staff will continue to provide the Board with progress reports on the project. The City will retain ownership of the facility.

ACTION Note and File.

OLD BUSINESS

1. City Council Agenda Items

Mr. Daste reported on the following Agenda Items that have either been brought before Council or are scheduled for upcoming dates: January 25- Staff presented the first step of a multi-step process to consolidate the City's arts organizations and will be returning to Council (the Board will be apprised of progress); February 15-Request to authorize the PRCS Director to accept proposals for the replacement of playground equipment at Brace, Maple, McCambridge and Santa Anita Parks; March 8-Request approval of the PSA for the Carson Park revitalization project, request approval of a 4-year lease agreement for the carts at DeBell Golf Course, Present step 2 of options for bringing back the Middle School Afterschool programs, Present funding youth programs as recommended by the Youth Task Force.

A Boardmember felt it was important for the Board to show support for the Youth Task Force and their recommended youth programs. Mr. Ferguson made a motion that the Board submit a letter of support for the Youth Task Force's recommendations to the City Council. Seconded by Mr. DePalo. Motion Passed 4-0.

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2. Centennial Update

Ms. Flores gave a brief update on centennial activities. One of the goals was to engage residents through participation and there has been a great response from community members regarding volunteer opportunities. Events have been very well attended and participation levels are very high. Centennial banners have been placed along Burbank Boulevard and additional marketing advertising pieces will be coming out (trash truck ads and bus shelter ads). The centennial committees have been meeting monthly. Community celebration meetings have been successful and many partnerships have been established. The libraries have put out centennial library cards. Updates are available online and will be provided to the Board on a monthly basis.

A Boardmember noted it would be helpful if staff sent the Boardmembers reminder emails for events that they would like the Board to attend. Ms. Flores would do so.

ACTION Note and File.

REPORTS

1. Golf Course Greens Committee- Mr. Prouty reported that there has been much discussion regarding golf carts at the meetings because they are such an important part of the golf course (and determine play for some individuals). Changing the cart lease term from five to four years is a considerable difference. Industry-wide, carts seem to last 40+ months which is a significantly long period of time to deal with issues. Carts are turned back in after the lease period.

ACTION Note and File

2. Youth Board – The Youth Board's book fair took place last Saturday and was very successful. Submittals for the Austin Cook Award for outstanding youth are due March 25. The group will once again be participating in the bunny booth at the Easter Eggstravaganza and will be donating proceeds to Relay for Life.

ACTION Note and File

3. BAF - Mr. DePalo reported that the new board member was at the last meeting and will be positive addition to the group. He explained that, at the meeting, Mr. Thomas discussed additional trainings and enhancements for the basketball program (the same is planned for baseball and softball). He hopes that the quality of officiating will be improved at which point he hopes it would be possible to look at increasing fees for officials. Mr. DePalo challenged those who have participated in the programs and feel the officiating is weak, to participate and become an official. Not only would this allow them to earn extra money, but it would benefit the program and give back to the community. Walk of Fame applications are due April 22. Civitan Day will take place June 18 and the Ponytail Jamboree will take place June 25.

ACTION Note and File

4. Senior Board- Mr. DePalo reported that the last meeting took place at the Belmont Village location. The Seniors were given a tour and the new no smoking at multi-family dwellings ordinance was discussed.

ACTION Note and File

ADDITIONAL COMMENTS FROM AUDIENCE

None.

ADDITIONAL COMMENTS FROM BOARD AND STAFF

Mr. Layfer asked about the Verdugo Pool. Ms. Garcia explained that the plans were currently in the review process with City departments and the project would be going out to bid in the very near future. Staff is still looking at construction beginning this year and the pool being completed by the 2012 aquatic season. Mr. Ferguson requested an update on the Neighborhood Leadership program for a future meeting, as well as a budget overview and reminded staff that an update on the Police Department's new software implementation should be scheduled for March or April. Mr. DePalo inquired about temporary fencing for Foy Park if Burroughs High School is practicing ball at that location. Ms. Garcia reported that the BAF just discussed funding the fencing through BAF funds and appropriated money on Tuesday night. Staff is working on obtaining costs, timing, specifics and the feasibility of installing fencing there.

ADJOURNMENT

The meeting adjourned at 7:10 pm.

CHAIR: _____ Date: _____

SECRETARY: _____ Date: _____